

CONFIDENTIAL**REQUEST FOR INCREASE IN TABLE OF ORGANIZATION**

NOTE: Submit this form in original only.

FROM: Chief, Administrative Services

THIS DATE
1 May 1951

TO: DEPUTY DIRECTOR FOR ADMINISTRATION THROUGH: Advisor for Management Personnel Director Comptroller	CLEARANCES:		Initials
	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DISAPPROVED	
	<input type="checkbox"/> CONCUR	<input type="checkbox"/> NON-CONCUR	<input type="text"/> 25X1
	<input checked="" type="checkbox"/> CONCUR	<input type="checkbox"/> NON-CONCUR	
	<input type="checkbox"/> CONCUR	<input type="checkbox"/> NON-CONCUR	

It is requested that an increase in the present T/O of the Records Management & Distribution Branch, be approved for new positions. BRANCH, DIVISION OR 25X1

General Services Division, Administrative Services Office

The current status of the T/O for this organizational segment is as follows:

Present T/O - - - - -	<input type="text"/> 25X1
On Duty - - - - -	
In process and awaiting EOD - - - - -	
Proposed (new T/O) - - - - -	

Funds (are) (not) available.

Degree of urgency: (Reference attached justification)

See attached memorandum to Advisor for Management. 25X1

Chief, Administrative Services

SIGNATURE OF ASSISTANT DIRECTOR OR OFFICE CHIEF

FORM NO. 30-20
JAN 1951**CONFIDENTIAL**AUG 21 1951⁽³⁸⁾